

MAIN FACS “TIPS & TECHNIQUES”

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Page 1

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IMPORTANT: This issue contains important operating information for all users of RSTARS and ADPICS. Please distribute promptly.

In this issue:

- **PAYMENT DATES FOR SYSTEM GENERATED WARRANTS AND EFTS**

PAYMENT DATES FOR SYSTEM GENERATED WARRANTS AND EFTS

The following information is intended to clarify the dates associated with most payments generated through MAIN FACS.

As a reminder, agencies are encouraged to take advantage of early payment discounts whenever possible, and to ensure payment is made within applicable contractual provisions. However, in the absence of those conditions, payments should be made in accordance with the deadlines established in Act 279 of 1984, which requires that payment be mailed within 45 days [calendar days] after the agency receives the goods or services, a complete invoice for the goods or services, or a completed contract for goods or services, whichever is later.

Within this document, “a posted transaction” refers to a transaction entered into MAIN FACS that has cleared system-related edits. As a general rule, a posted transaction that is intended to be paid via warrant, begins processing within MAIN FACS two business days prior to the due date entered on the transaction. A posted transaction that is intended to be paid via EFT begins processing three business days prior to the due date.

The following table provides various dates based on the nature of the posted transaction:

| Type of Posted Transaction | Payment Processing Begins within MAIN FACS | Date Warrant Printed and Mailed by Treasury | Date on Warrant | Date EFT Sent to Payee's Bank |
|--|---|--|------------------------|--------------------------------------|
| Entered 5/14/07, with no due date. Payment by warrant. | Evening batch run on 5/14/07 | 5/15/07 | 5/16/07 | N/A |
| Entered 5/14/07 with a 5/21/07 due date. Payment by warrant. | Evening batch run on 5/17/07 | 5/18/07 | 5/21/07 | N/A |
| Entered 5/14/07 with a 5/21/07 due date. Payment by EFT. | Evening batch run on 5/16/07 | N/A | N/A | 5/21/07 |

The above timelines do not reflect situations in which a payment or a portion of a payment has been subjected to the Department of Treasury's offset processes.

Wires transfers are not impacted by due dates and will begin processing during the next evening batch cycle after the transaction has posted (cleared edits).

Payments from other systems (PFOS), manual warrants, and expedited warrants follow unique processing cycles and, therefore, are not included in the table above.